JOINT BASE ServMart

JBER Joint Base Elmendorf-Richardson

GSA®

PARTNERING FOR SUCCESS

To set up your account with GSA call 907-271-3640 (option 1)
or visit the JBER GSA PORTAL at https://webshop.gsa.gov

OUTSTANDING CUSTOMER BENEFITS TO SHOPPING WITH US

Requisition-based Ordering	Easy and Convenient Shopping	STATEWIDE DELIVERY & NO SHIPPING COSTS	HUGE Inventory Available NOW	Payments accepted from AAC/DoDAAC, Gov. Purchase Cards and MIPR for your shopping convenience
NO Multiple Quotes Requirement Regardless of Dollar Value	Full Compliance with FAR, Socioeconomic and other mandates	Over 1 million TAA compliant items to shop from	Inter-departmental Billing/ Financial integration	

PLACE AN ORDER WITH JBER SERVMART TODAY!

1 — DOD/FED CUSTOMER

- Create shopping list (GSA part#, MFR part# or NSN)
- Email or call your list to the GSA 4PL team at

  **jber.servmart@gsa.gov
  907-271-3640, option 1**

- Provide AAC/DoDAAC, funding code and organizational information for initial account set up. Add multiple names if needed

2 — GSA SERVMART TEAM

- Receives customer's request for quote
- Team creates quote
  - Validates items are TAA compliant
  - Provides ALT choice
  - Identifies shipping ETA
- Provides quote # to customer for approval
- Confirms shipping address, contact # and POC

3 — PURCHASING PROCESS

- Customer reviews & approves the quote
- Contacts the GSA team & provides quote #
- Payment using one of the 3 listed options (GPC, MIPR, AAC/DoDAAC)
- Receives digital GSA receipt of purchase
- Simplistic invoice billing from GSA to customer

4 — ORDER SHIPPING AND TRACKING

- NO shipping or special packaging costs to customer
- Shipped directly to customer / designated address
- Provide tracking information
- Order updates to customer by GSA team
- Most orders are completed within 1-10 business days

5 — MISSION COMPLETE

- Receive and inventory order
- Easy return process if needed
- Quick item replacement on damaged items during shipment
- Satisfied customer!

VISIT OUR WEBSITES TO VIEW ITEMS ON CONTRACT:

Grainger: https://grainger.com
Username: gsa4pljber
Password: servmartak1

Office Depot - https://business.officedepot.com
Username: PNW INQUIRY ALASKA
Password: Welcome1